

**Draft Minutes of the
BOUNTIFUL CITY ADMINISTRATIVE COMMITTEE
Tuesday, February 18, 2025 – 5:00 p.m.**

Official notice of the Administrative Committee Meeting was given by posting an agenda at City Hall, and on the Bountiful City Website and the Utah Public Notice Website.

Planning Conference Room
795 South Main Street, Bountiful, Utah 84010

Present:	Administrative Committee	Chair Amber Corbridge Todd Christensen Aaron Arbuckle
	Planning Technician Recording Secretary	Rachel Coleman Sam Harris

1. Welcome

Chair Corbridge called the meeting to order at 5:00 p.m. and welcomed everyone.

2. Meeting Minutes from December 16, 2024

Deferred to next meeting

3. Conditional Use Permit for a Detached Accessory Dwelling Unit at 427 East 2050 South

Chair Corbridge switched the items order due to applicant not being present yet.

Planning Technician Coleman presented the item as outlined in the packet.

Committee Member Christensen asked about the exterior doors and windows referring to the zoning code regarding the privacy and placement of the windows. Committee Member Christensen also stated that it looks like Staff has reviewed this and determined that this is not an issue. Chair Corbridge asked about the vegetation. Planning Technician Coleman clarified that there is vegetation between the properties. Committee Member Christensen asked if the vegetation is no longer there, would that change anything in terms of privacy. Applicant, Ana Patricia Jenkins, asked a clarifying question as to which windows the Committee is referring to. Chair Corbridge replied by stating that the Committee is referring to the window on the property line side. Ana Patricia Jenkins clarified that the window that the Committee is referring to is no longer there. Committee Member Arbuckle asked if the entire building is being used for the Accessory Dwelling Unit. Ana Patricia Jenkins confirmed that it is the entire building.

Chair Corbridge opened the Public Hearing at 5:10 p.m. Jean-Baptist Thieset had concerns about the parking situation including street parking, the window placement possibly looking into his property without the vegetation, and the property values impact on surrounding neighbors.

Ana Patricia Jenkins responded by stating that it should make the values go up because her property taxes went up because she added value to the property. Committee Member Christensen stated the City does not require applicants to complete any sort of economic or property value analysis. Chair Corbridge closed the Public Hearing at 5:14 p.m.

Chair Corbridge stated that the parking code was met, with one (1) parking space, back when the home was built. Chair Corbridge added that one (1) additional parking space is required for the Accessory Dwelling Unit which the applicant is complying with. Committee Member Christensen clarified that the parking is sufficient, and that the City does allow on street except in the winter months.

Committee Member Christensen clarified that the applicant is taking measures about the window concern. Committee Member Arbuckle stated that there is not privacy issue because the structure is on the opposite side of the property. Chair Corbridge stated the structure meets the requirements of the maximum building height with it being one (1) story.

Committee Member Arbuckle motioned to approve the Conditional Use Permit for an Accessory Dwelling Unit at 427 East 2050 South. Committee Member Christensen seconded the motion. The motion was approved with Committee Members Corbridge, Christensen, and Arbuckle voting aye."

4. Home Occupation Conditional Use Permit for a Construction Business at 404 West 325 South

Planning Technician Coleman presented the item as outlined in the packet.

Committee Member Christensen asked if the applicant already has a business license for construction. Recording Secretary Harris stated that they do not have one at that address, but at another location, also stating that it is possible that they moved at which point it is required to obtain a new Conditional Use Permit.

Committee Member Arbuckle asked if the applicant is doing construction on site. Planning Technician Coleman stated that it is just a home office for construction.

Chair Corbridge opened the Public Hearing at 5:25 p.m. No comments were made. Chair Corbridge closed the Public Hearing at 5:25 p.m.

Committee Member Christensen motioned to approve the Home Occupation Conditional Use Permit for a Construction Business at 404 West 325 South. Committee Member Arbuckle seconded the motion. The motion was approved with Committee Members Corbridge, Christensen, and Arbuckle voting "aye."

5. Adjourn

Chair Corbridge adjourned the meeting at 5:25 p.m.